



TRANSPORTATION CABINET

Frankfort, Kentucky 40622
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Steven L. Beshear
Governor

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Acting Secretary

MEMORANDUM

TO: All Prequalified Contractors

FROM: Ryan Griffith, P.E. *RLG*
Director
Division of Construction Procurement

DATE: January 27, 2010

SUBJECT: Electronic Bidding/Bid Express Training

The Division of Construction Procurement will begin accepting bids electronically for the April 23rd letting on an optional basis. The electronic submittal will become mandatory beginning with the July 30th letting. Bidders will continue to use the Expedite software to prepare the bid and required information. The bid submittal will be done using the Bid Express online bidding exchange, located at: <https://www.bidx.com/index.html>

Some of the requirements for submitting an electronic bid:

- Bidder must have a current Bid Express account.
- Bidder must have an enabled digital ID issued by Bid Express. This process takes some time. Bidders are encouraged to begin this process as soon as possible.
- Electronic bid bonds will be accepted using either of the following companies, Surety2000 or InsureVision. Construction Procurement will still accept cashier's checks as long as they are delivered prior to letting. For electronic bid bonds, bidders would inform their current surety/bonding agent that they intend to use electronic bid bond validation. Their agent would contact Surety2000 or InsureVision and inform them they would like to become a member of their service.
- Any bidders involved with a joint venture would be required to get a vendor number for the joint venture issued by Construction Procurement. Then the individual companies would have to get an enabled digital ID issued by BidExpress for the joint venture.



Some new actions beginning with the April 23rd letting:

- Bid proposals will no longer be sold. The bid proposals will continue to be available on the Construction Procurement website. Bids will be accepted from contractors prequalified in any of the required work categories for a specific project.
- An eligible bidders list will be posted on the Bid Express website. This list will consist of every contractor who is prequalified to submit a bid for each project.

There will be classes provided for the electronic bidding beginning on March 3-5. These classes will be half-day with an AM and PM class each day. Contractors should contact Tammy Oney in Construction Procurement at 502-564-3500 or tammy.oney@ky.gov to sign up. Contractors are asked to send only one (1) person per company. Training for those who could not attend these classes will be scheduled as necessary.